



COMMISSION ON CORRECTIONAL PEACE OFFICER STANDARDS AND TRAINING

APPROVED

Appeals and Grievances Committee Meeting Wednesday, February 26, 2003 CPOST Headquarters

In Attendance:

Bob Kirchner, Commissioner

Sharon Jackson, Commissioner, CDC

Kirby Schmitt, Member

Nancy Baldwin, Alt. Commissioner, CYA Hqs

Alex Boatwright, Acting Manager, ASD, CPOST

Merrie M. Wilson, Recorder, CPOST

I. Introductions

The Appeals and Grievances Committee meeting was held at CPOST Headquarters, 3161 Dwight Road, Elk Grove, CA. The Committee Chairperson, Bob Kirchner, and recorder, Merrie M. Wilson, were present. A quorum being present, the meeting was called to order at 9:20 a.m. Introductions followed.

II. Review and Approval of Minutes

Mr. Kirchner asked if there were any corrections to the minutes of the Friday, January 31, 2003 Appeals and Grievances Committee meeting. The minutes were amended to reflect those individuals who seconded the various motions. There being no further corrections, Mr. Kirchner moved that the minutes be approved as amended; Ms. Baldwin seconded the motion. A vote was taken and the minutes were unanimously approved.

III. Apprenticeship Program Credit Request/Review

The Credit Recommendation report was submitted to the committee for their review. After Committee review, Mr. Bob Kirchner moved to recommend approval of the credit recommendations; motion seconded by Ms. Baldwin. A vote of the committee members was taken and the recommendation was to approve the following requests for submission to the full Commission.

Recommendation for approval:

02-154

02-169

03-009

03-010

03-013

Files approved for close out:

After several attempts had been made to obtain additional documentation from individuals concerned, the following files were brought before the committee for approval to close them out.

02-68 02-73 02-90 02-93 02-104

File held in abeyance:

This file is being held in abeyance due to the individual having suffered a heart attack at the academy and never officially starting his 30 day deadline to submit additional documentation. A letter will be sent to the individual advising him of the status of his file.

02-133

Ms. Baldwin moved that the recommendation for approval of credit requests, close out files, and file held in abeyance be approved and presented at the next CPOST Executive Board meeting for their approval; Mr. Kirchner seconded the motion. A vote was taken and the recommendation was unanimously approved.

A question was raised with regard to having CPOST staff review files of those individuals who have made requests for Apprenticeship Program credit based upon having had prior correctional work experience and additional training. It was brought to the committee's attention that Mr. Jim Ham, CPOST's research analyst had accepted a position with the Federal Government and no longer works for CPOST. Ms. Baldwin moved to ask one of the student assistants/student interns in the Apprenticeship Services Division review the credit files and develop a comparison chart to be presented to the Committee at their next meeting. Mr. Kirchner seconded the motion. A vote was taken and the recommendation was unanimously approved. The completed chart is attached.

IV. Appeals and Grievances

After review and discussion of an appeal submitted by C/O BK (#02-126), it was determined that he had received the maximum credit from CPOST. Mr. Kirchner moved that the appeal be denied, credits would stand as awarded; Ms. Jackson seconded the motion. A vote was taken and the recommendation was unanimously approved. His appeal will be brought before the Commission at the March 2003 meeting.

V. Examine Public Versus Private Employment Criteria and Examination of CCFs.

Lt. Dave Bollinger, CDC Training Coordinator for CCFs, spoke to the committee on training for the CCF correctional staff. He presented each committee member with a comparison of current BOC training standards to proposed core training standards, and Board of Corrections Adult Corrections Officer Core Training Course Manual. Lt. Bollinger also spoke of the differences between 'Publics versus Privates'. Mr. Kirchner asked Lt. Bollinger if he would provide the committee with additional information on the topic and Lt. Bollinger stated that he would be very happy to provide whatever the committee wanted.

Further discussion/examination of Public Versus Private Employment Criteria and Examination of CCFs has been postponed until the next Appeals and Grievances Committee meeting which is to be held in March 2003.

VI. Paroles/Probation

A Parole Report packet containing a chart on Apprenticeship Credit Granted for Parole Agents with Probation Officer Experience, CDC, CYA & YOPB Agent job descriptions, and County Probation Officer job descriptions for Alameda, Fresno, Los Angeles, Orange, Riverside, Sacramento, San Bernardino and San Francisco counties was presented to the committee for their review and comparison. A comparison chart is attached. Mr. Kirby Schmitt moved to recommend that applicants receive more credit, i.e., 4 years experience would equal 1 year of credit, than the current CPOST maximum award of 3 months, 480 hours; Ms. Jackson seconded the motion. A vote was taken and the motion carried. This recommendation will be forwarded to the full Commission for their vote.

VII. New Business

C/O JY (#02-07) from California Correctional Institution at Tehachapi personally appeared before the Committee to request that he, having already served six months in the apprenticeship program, be granted eighteen additional months credit toward completion of his apprenticeship based on ten years of prior experience at Shaftner CCF. The committee denied his request at this time on the basis that he did not show enough substantiation to warrant the granting of the additional credit. Mr. Kirchner stated that he would be glad to meet with C/O JY after the meeting to advise him on how to obtain the additional information needed to file an appeal to the committee's decision.

Mr. Kirchner reminded everyone that the next CPOST Executive Board meeting will be held Thursday, March 13, 2003 at CPOST Headquarters.

VIII. Adjournment

The next Appeals and Grievances Committee meeting will be Thursday, March 27, 2003 at 9:00 a.m. until business is finished. There being no further business or discussion, the meeting was adjourned at 2:45 p.m.

Merrie M. Wilson
Office Technician, CPOST
Recorder